



# TOWN ADMINISTRATOR'S REPORT

**April 20, 2021**



## **ADMINISTRATION:**

- Town Administrator (TA) Greg Johnson, Assistant Town Administrator (ATA) Megan Zammuto, Human Resources (HR) Coordinator Stephanie Duggan, Public Health Agent Kelly Pawluczzonek, and Public Health Nurse Katherine Castle continue to be in nearly constant communication regarding the conditions and communications surrounding the current public health crisis.

[Please visit the town's webpage devoted to COVID-19 information](#)

Town and School Department staff are collaborating on the feasibility of planning for a vaccination clinic in town, and are exploring options to partner with surrounding communities.

Residents are encouraged to visit the state's website listing vaccination sites:

<https://www.maimmunizations.org/>

Vaccinations for homebound and housing authority residents are underway.

The public is encouraged to visit the state's website devoted to the COVID-19 vaccine distribution and follow the related eligibility guidelines.

<https://www.mass.gov/covid-19-vaccine>

- The Request For Services (RFS) for an Owners Project Manager (OPM) was approved by the Green Meadow School Building Committee and forwarded to the School Committee for endorsement before being sent to the Massachusetts School Building Authority (MSBA) for authorization.
- Negotiations continue with NEPBA (Police Patrol and Senior Officers) Collective Bargaining unit. Negotiations are expected to begin with NEPBA Dispatch union shortly.
- Town Offices are closed in observance of Patriots Day on April 19, 2021.

## **PUBLIC WORKS:**

- The annual 2021-2022 Curbside Collection Calendar is being distributed to households and is available on the town's website: <https://www.townofmaynard-ma.gov/dpw/solid-waste-and-recycling/>
- The Department of Public Works (DPW) through our Water and Sewer Division will be conducting town wide Hydrant water main flushing of the water distribution system, this process will be conducted during the departments regular work schedule and in the evening hours over the next several weeks. Hydrant

flushing can cause intermittent low water pressure and or discoloration. We thank you for your patience as we conduct necessary regular maintenance of your utility.

- DPW, in consultation with the TA Office and private-consultant Beacon Integrated Solutions, is simultaneously pursuing two-potential opportunities to capitalize on existing and proposed solar array asset management. Town staff is partnering with SunPower Corporation to consider the installation of solar panels at multiple locations within the Maynard School District grounds and roofs. Town staff is also cooperating with Brookfield Renewables, who manage the existing solar array at the old landfill, to consider re-development of the existing panels/assets and agreements.
- A new fence was around the Maynard Library was constructed, in collaboration with DPW and the Library staff, particularly Library Director Jean Maguire.



## **POLICE:**

### INCIDENTS:

- On March 11th, Officers responded to a report of a woman that went through the ice with her dog at Mill Pond. Upon arrival Officer McCann reported that both the female and her dog were back on land. The Maynard Fire Department personnel assisted the woman and her dog to the ambulance to be evaluated. The ACO was notified and responded.

- On March 15th, we received a report that one of the exterior windows of the Coolidge School on Bancroft Street had been broken. The incident was documented, and the Maynard Facilities Department was notified. The window was boarded up to prevent access.
- On March 17th, Officers responded to a report of a vehicle that struck Russell's Convenience Store. The operator of the vehicle's foot was stuck under the brake pedal, preventing him from stopping the vehicle. There was damage to the store's front which was documented, and the Building Inspector was notified.

#### COMMUNITY OUTREACH:

- During the month of March, we celebrate all women, especially the women of the MPD. These inspiring and courageous officers, dispatchers, and administrators protect and serve our community every day. The women of Maynard Police Department: Administrative Assistant Lucie Distefano, Sergeant Trista Manchuso, School Resource Officer Mirella Ruggiero, Officer Alyssa King, Officer Allison McCann, Communications Supervisor Sarah Finnerty, Dispatcher Erica Lavalley, Dispatcher Justyne Stewart, and Dispatcher Alicia Luther. Thank you for all that you do.
- The Maynard Police Department will be selling Autism Awareness patches throughout the month of April. Each patch will be \$10 and the proceeds will go to the Doug Flutie, Jr. Foundation for Autism, Inc.
- We had both marijuana retail stores open recently and have had no impact on parking or traffic and no incidents at either establishment in the first week.
- We continue to assist with vaccine appointments and with the Town on the feasibility of a planning for a local vaccination site.

#### TRAINING:

- Sergeant Sutherland, Officer Gennaro, Officer King and Officer McCann attended (CIT) Crisis Intervention Training.
- Communications Supervisor Finnerty, Dispatcher Lavalley, Dispatcher Stewart, Dispatcher Luther, Dispatcher MacDonald and Dispatcher Cacciatore attended a four-hour Implicit Bias course.
- Communications Supervisor Finnerty, Dispatcher Lavalley, Dispatcher Stewart, Dispatcher Luther and Dispatcher MacDonald attended the MCSA (Massachusetts Communications Supervisors Association) annual training event. The subject matter was Hope in the Midst of Chaos: The Las Vegas Shooting Story.
- All personnel at the Maynard Police Department completed Ethics and Conflict of Interest training online. This is done every two years by all employees.
- Several officers completed the Fair and Impartial policing training during the month. By the end of April all officers will have completed this training.
- Sergeant Petersen and Sergeant Manchuso attended a Front-Line Supervision course.

#### MOTOR VEHICLE STOPS:



*Action Taken:*

Civil Citations	23
Written Warnings	59
Verbal Warnings	143
Arrests (M. Vehicle Related)	2
<u>Criminal Complaints</u>	<u>16</u>
Total Motor Vehicle Stops	243

**MOTOR VEHICLE ACCIDENTS:**

<i>Location</i>	<i>Number of Motor Vehicle Accidents</i>
Acton Street	2
Great Road	2
Main Street	2
Parker Street	2
<u>Summer Street</u>	<u>1</u>
Total	9

**FIRE:**

- Thank you to all who were able to attend last Friday's (4/9/21) groundbreaking for the new Fire Station. It is an exciting time for the fire department.
- Last week we assisted in administering COVID vaccines to residents at Concord Street Circle and Powder Mill Circle.
- This year we have seen firefighters Dan Gould and Ian Tweeddale leave us for other opportunities but have been lucky enough to bring Jason Chasse and Ronnie Row on board and wish them luck in their Maynard Fire Department careers.
- We have had 433 emergency requests for service so far this year through April 12th. We are once again seeing a rise in emergency call volume compared to the same point last year. In March we saw a 13% over March of last year, February was about the same and January saw a 7% increase.
- We have continued issuing permits and reviewed plans for fire prevention. We have had 398 fire prevention activities this year, including burn permits, a 97% increase over a year ago at this time, and a 27% increase from 2019.
- We have had 385 maintenance-related activities so far this year.
- We have had 227 in-house training events, or 877 hours, so far this year. We have continued our EMS training, which will run through April. Later in April, our newer firefighters will be engaged in some intensive training to replace fire academy training.
- Captain Angela Lawless started her first in-person class as part of the National Fire Academy's Executive Fire Officer Program in Maryland.
- We have been awarded a grant for active shooter and hostile event situations, and training with this new protective equipment will take place in May with Maynard Police Officers.

- We have been awarded a \$14,500 state grant for firefighting equipment which we will purchase shortly.
- Our new ambulance arrived in Attleboro a few weeks ago, and the final stages of putting that together are happening at Greenwood Specialty Vehicles. We expect to have it in-service in early May.
- We still have an adequate supply of personal protective equipment (PPE) for the ongoing COVID-19 pandemic.
- Chief Stowers is overseeing the FEMA and CARESAct reimbursements for the community. Paperwork and submittals remain ongoing. This process remains a challenge with the change in Presidential Administrations, which has created differing mandates.
- Last week (April 8th), we had our first construction meeting for the new fire station. This will be a weekly meeting until the project is complete, hopefully in August of 2022!
- Captain Desjardins and Fire Aubert have been working hard to finish up the decommissioning of our old Master Box system, and we hope to have that project completed soon.



Figure 1: Maynard Firefighters Jenn Hureau, Jack Primiano, Captain Angela Lawless, Brian Kramer, Captain Michael Parr, and Ryan Johanson at last's week vaccination clinic!

## **COUNCIL ON AGING:**

- The Council on Aging continues to operate remotely during our normal hours, Monday through Friday, 9:00 to 3:00.
- Information and referrals are being provided, including but not limited to, homecare services, fuel assistance, SHINE (health insurance) counseling, food resources, public assistance programs and housing issues. The Council on Aging's Durable Equipment Loan program provides an important resource for necessary devices which are not covered by Medicare Part B. The Council on Aging van is continuing to provide transportation to essential services such as grocery stores, pharmacies, banks, and medical appointments. Riders are transported one at a time on the COA's 12-seater van.
- Council on Aging Director Amy Loveless, Pat Kozik, COA's Principal Clerk, and Town Administrator Greg Johnson toured possible senior center space at Mill & Main with owner Paul Sullivan and Lincoln Properties representatives Chris Devaux and James Trambone. Amy Loveless, with the COA Board, continues to explore multi-use options. As well, the COA Board is reviewing spaces considered for the senior center in the past to see if there is any current viability.
- The Council on Aging will be administering the multi-town (led by Sudbury) Taxi, Livery and Hackney Transportation Partnership Grant Program for the Town of Maynard. The program will address the unmet transportation needs of seniors, individuals with disabilities, veterans, and financially and food insecure residents. Destinations include medical appointments and essential shopping in locations the COA van does not already serve. Transportation to medical appointments at a Boston hospital are options.
- Council on Aging Director Amy Loveless attended the monthly meetings of the Maynard Master Plan Implementation Committee, Executive Office of Elder Affairs bi-monthly vaccine updates meeting, Minuteman Senior Services with COA directors and the Maynard Insurance Advisory Committee. The regional Councils on Aging directors meet weekly.
- The Council on Aging is produced an April newsletter promoting the Maynard Sesquicentennial events, Maynard Library programs, and included articles by Captain Mike Parr of the Maynard Fire Department and Sarah Finnerty, Communications Supervisor as well as a scam warning from Officer Ruggiero of the Maynard Police Department.
- Fitness and art classes are available via Zoom technology. The COAs offers an iPads and Chromebooks lending program for those with limited financial resources to increase opportunities for Zoom classes, online activity, and the means to contact friends and family.

## **MUNICIPAL SERVICES:**

### **Planning/Zoning and Economic Development:**

- Maynard Crossing (129 Parker Street): the Planning Board required the Capital Group (owner/developer) to conduct audio studies for trash compactors that were placed in the rear of Market Basket (the compactors were not part of the approved site plan and will be required to be added through a Site Plan Amendment by the Capital Group). Town consultants and the Planning Board have reviewed the results and determined

sound levels to not exceed state-guided audio levels (per Massachusetts Department of Environmental Protection / DEP). The Planning Board will consider if changes are warranted to the project's Operation's Manual regarding audio, light and/or delivery hours at their meeting of April 27, 2021.

- The Powder Mill Corridor initiative team (Maynard, Acton and Metropolitan Area Planning Council/MAPC staff) held its second workshop on April 8, 2021 at 6:30 PM. The meeting was attended by over 80 attendees and a video of the session will be posted on the town website. The reception was overwhelmingly positive and significant community input regarding the designing of a potential overlay zoning district was received. The next step will be drafting of recommendations that will be presented in a public forum (TBD) early summer.

#### Conservation:

- The Conservation Commission received a Notice of Intent Application for the construction of a single-family home at 0 Dana Road within the wetland buffer area. The public hearing is anticipated to open on the May 11th meeting.
- The Conservation Commission continued the Notice of Intent Public Hearing for 10 Mill Street, as the DEP had not provided comments nor a file number for the project.
- The Conservation Commission extended the Enforcement Order deadline for the John Deere Properties until June. The Commission is pleased with the owner's progress, and understand the difficulties of coordinating clean-up efforts with the COVID pandemic. Attached you will find site visit photos from April 21, 2021.
- Boy Scout Nick Kells will soon begin work constructing "bog bridges" along the Blue/Green Assabet Trail over muddy sections along the trail for his Eagle Scout Project.
- The Conservation Commission is working with two other scouts to create Eagle Scout projects in Town.
- The Town has been granted Tree City USA status for 2020.
- The Conservation Commission is proceeding with site monitoring of the Dana Road Conservation Area, as residents have been illegally altering the property, leading to erosion issues, and have removed signage and caution tape roping off the eroding areas. The Commission will be doing a public service announcement on this issue, work with law enforcement, and purchase trail cams to monitor this issue, as well as other areas of illegal activity on conservation land.
- The Conservation Commission has received comments back from the Municipal Separate Stormwater Sewer System (MS4) consultants at contracted engineering firm VHB regarding the amended regulations, and hopes to hold a public hearing at its May 11, 2021 meeting to review the new regulation.







